

State of Indiana

State Budget Agency Indianapolis, Indiana

Assistant Director, Health and Human Services Division

Salary: \$65,000/Commensurate with experience

The mission of the Indiana State Budget Agency is to achieve excellence in fiscal decision making and results on behalf of the Governor and in support of the General Assembly. The Indiana State Budget Agency facilitates the processes of revenue forecasting, budget development and implementation. The Indiana State Budget Agency evaluates and communicates the fiscal and policy impacts of legislative proposals with the objective of assuring the best information is available to decision makers. The Assistant Director for Health and Human Services supervises four budget analysts with budgetary responsibilities for various health and human services agencies. The position serves as the subject-matter expert in the financial and policy issues for all the agencies that are within the division.

Responsibilities: Position leads the Health and Human Services (HHS) Division in a broad range of budgetary functions including fiscal and policy analysis. Incumbent prepares comprehensive written and oral reports for the Budget Director, Deputy Budget Directors, Legislative Caucuses and the Governor and interacts directly with agency heads and financial officers, Budget Director, Deputy Budget Directors, legislative staff and legislators. The HHS division is responsible for the budgets of the Family and Social Services Administration, the Indiana State Department of Health, the Department of Child Services, the School for the Blind, The School for the Deaf and various smaller agencies. In addition to these responsibilities, the HHS division tracks Indiana's Tobacco Master Settlement Agreement receipts and expenditures.

Minimum Qualifications: A Bachelors Degree in Public Administration, Business Administration, Economics, Accounting or related field, plus five to eight years of relevant work experience. Preference will be given for MBA, CPA or other higher education, which in some cases may substitute for the required work experience.

To apply: Send cover letter and resume to dreynolds@sba.in.gov.